

MICHIGAN CIVIL SERVICE COMMISSION
JOB SPECIFICATION
FRUIT AND VEGETABLE INSPECTOR

JOB DESCRIPTION

Employees in this job inspect and grade fresh fruits, vegetables, and other commodities grown in or imported to Michigan, to ensure compliance with United States Department of Agriculture (USDA) grades, standards, and/or phytosanitary requirements.

There are five classifications in this job.

Position Code Title - Fruit Vegetable Inspector-E

Fruit and Vegetable Inspector-(Seasonal) 6

This is the seasonal, entry level. The temporary and seasonal employee inspects a limited number of less difficult processing produce; i.e., for freezing or canning. The employee uses judgment in making decisions and guidance and directions are generally available.

Fruit and Vegetable Inspector 8

This is the entry level. The employee works in a learning capacity performing a range of inspection assignments while receiving on-the-job training and supervision.

Fruit and Vegetable Inspector 9

This is the intermediate level. The employee works in a developing capacity with increased responsibility for fruit, vegetable, and commodity inspections.

Fruit and Vegetable Inspector E10

This is the experienced level. The employee performs a full range of inspection assignments within the applicable standards and regulations related to the work. The employee uses considerable independent judgment in making decisions requiring the interpretation of guidelines in specific situations.

Position Code Title - Fruit Vegetable Inspector-A

Fruit and Vegetable Inspector 11

This is the advanced level. The employee functions either as a lead worker responsible for overseeing the work activities of lower-level Fruit and Vegetable Inspectors or as a senior worker performing the most complex assignments. Senior-level employees perform complex assignments beyond those expected at the experienced level which have been approved by Civil Service.

NOTE: Permanent employees automatically progress through this series to the experienced level based on satisfactory performance and time in the lower level. The Fruit and Vegetable Inspector 6 classification is not eligible for reclassification.

JOB DUTIES

NOTE: The job duties listed are typical examples of the work performed by positions in this job classification. Not all duties assigned to every position are included, nor is it expected that all positions will be assigned every duty.

Inspects, using visual observation, fresh fruits, vegetables, and other commodities to determine grade and compliance with federal standards, industry contract specifications, and phytosanitary requirements.

Inspects and samples agricultural products; e.g., feed, seed, fertilizer, and those needed for other plant pest management projects.

Conducts trappings and surveys, facility inspections, etc., commensurate with division procedures.

Inspects agricultural commodities for foreign export and issue phytosanitary certificates as needed.

Ensures compliance with state and federal laws in the area of organic products.

Checks size of commodity, amount, and seriousness of defects.

Observes and records color characteristics, firmness, maturity, and shape.

Inspects and grades Christmas trees.

Issues inspection certificates showing the grade and condition of the inspected commodity.

Explains, both verbally and in writing, the grading system and related standards to produce/commodity clients.

Testifies in court in cases related to grade, quality, and/or condition of a particular commodity.

Prepares and/or maintains reports, records, and forms related to the work.

Performs related work as assigned.

Additional Job Duties

Fruit and Vegetable Inspector 11 (Lead Worker)

Coordinates work by scheduling assignments and overseeing the work of lower-level Fruit and Vegetable Inspectors.

Oversees and ensures the quantity and quality of the work by requiring strict adherence to established methods and procedures.

Explains work instructions and adapts, if necessary, general methods and procedures in order to meet required needs.

Trains employees in fruit and vegetable inspection activities.

Fruit and Vegetable Inspector 11 (Senior Worker)

Performs on a regular basis fruit and vegetable assignments which are recognized by Civil Service as more complex than those assigned at the experienced level.

JOB QUALIFICATIONS

Knowledge, Skills, and Abilities

NOTE: Some knowledge in the area listed is required at the entry level, developing knowledge is required at the intermediate level, considerable knowledge is required at the experienced level, and thorough knowledge is required at the advanced level.

Knowledge of the federal grading standards and related rules and regulations.

Knowledge of the production, processing, handling, and sale of fruits, vegetables, or other commodities.

Knowledge of inspection techniques and practices.

Knowledge of the methods of growing, harvesting, packing, storing, marketing, and distributing fruits, vegetables, and other commodities.

Ability to interpret and apply standards, rules, and regulations relative to the work.

Ability to determine amount, shade, and type of color, and have correct color vision.

Ability to observe critically, obtain accurate data, complete forms, and prepare reports.

Ability to make mathematical calculations such as percentages, multiplication, division, addition, and subtraction.

Ability to operate a motor vehicle.

Ability to communicate effectively.

Ability to maintain favorable public relations.

Additional Knowledge, Skills, and Abilities

Fruit and Vegetable Inspector 11 (Lead Worker)

Ability to set priorities and assign work to other inspection staff.

Ability to organize and coordinate the work of others.

Ability to effectively train other employees in inspection and grading techniques.

Fruit and Vegetable Inspector 11 (Senior Worker)

Ability to perform the most complex fruit and vegetable inspection assignments.

Working Conditions

Work is performed in warehouses, terminals, processing plants, and other inspection stations.

Some jobs require an employee to tolerate extremes in temperature.

Some jobs require that the employee may be exposed to heat, cold, dust, dirt, odor, and dampness.

Considerable travel by automobile is required.

Physical Requirements

Some jobs require an employee to lift and carry heavy loads for extended periods.

Education

Education typically acquired through completion of high school.

Experience

Fruit and Vegetable Inspector-(Seasonal) 6

No type or amount is required.

Fruit and Vegetable Inspector 8

No specific type or amount is required.

Fruit and Vegetable Inspector 9

One year of experience equivalent to a Fruit and Vegetable Inspector 8.

Fruit and Vegetable Inspector E10

Two years of experience equivalent to a Fruit and Vegetable Inspector, including one year equivalent to a Fruit and Vegetable Inspector 9.

Fruit and Vegetable Inspector 11

Three years of experience equivalent to a Fruit and Vegetable Inspector, including one year equivalent to a Fruit and Vegetable Inspector E10.

Special Requirements, Licenses, and Certifications

Possession of a USDA license, in at least one commodity, is required at the Fruit and Vegetable Inspector 9-, E10-, and 11-levels.

Possession of a Michigan driver's license.

NOTE: Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION

Job Code

FRUVEGISP

Job Code Description

FRUIT AND VEGETABLE INSPECTOR

Position Title

Fruit Vegetable Inspector-E

Fruit Vegetable Inspector-A

Fruit Vegetable Inspector-E

Position Code

FRVGISPE

FRVGISPA

FRVGISPE

Pay Schedule

A02-011

A02-020

A02-032

SK

04/18/2021